

TOWN OF

DARIEN, CONNECTICUT

EMERGENCY OPERATIONS PLAN

Submitted By:

John W. Jordan, Director
Darien Emergency Management

Date

Approved By:

Robert F. Harrel, Jr., First Selectman

Date

INTRODUCTORY MATERIALS

PROMULGATION:

It is intended that this plan and annexes conform to the terms and conditions of Title 28, Chapter 517, of the General Statutes of Connecticut as amended, The State of Connecticut Emergency Operations Plan, and such Federal Acts and Regulations as may be applicable.

This Emergency Operations Plan for the Town of Darien Connecticut will become effective upon signing by the First Selectman as the Chief Executive Officer of the town. When approved, this plan will supersede any and all previously written and approved plans for the handling of Emergency Management or Disaster Emergencies of any kind whatsoever.

PLAN DISTRIBUTION:

Upon completion and approval of this Emergency Operations Plan by the First Selectman and State Emergency Management approving authority, the Emergency Management Director shall have it duplicated and provide a copy of each appropriate government department, agency, office, and support organization for review and concurrence.

DISTRIBUTION LIST;

- First Selectman
- Board of Selectmen
- Town Clerk
- Board of Finance
- Director of Emergency Management
- Police Department
- Fire Department
- Fire Marshal
- Health Director
- Public Works Director
- Superintendent of Schools
- Building Official
- Director of Social Services
- American Red Cross
- The Local Chapter of the Salvation Army
- Public Utilities serving the community
- Area One Office of Emergency Management Bridgeport

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CHANGE RECORD:

<u>Change Number</u>	<u>Change Date</u>	<u>Change Made By</u>
<u>Page #6 Population</u>	<u>08/06/02</u>	<u>John Jordan</u>
<u>Page #8 Communications</u>	<u>08/06/02</u>	<u>John Jordan</u>
<u>Page #9 Hospital</u>	<u>08/06/02</u>	<u>John Jordan</u>
<u>Page #10 Yankee Gas</u>	<u>08/06/02</u>	<u>John Jordan</u>
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DARIEN, CONNECTICUT EMERGENCY OPERATIONS PLAN

I. PURPOSE: The purpose of this Emergency Operations Plan is to;

- A. To maximize survival of people, prevent and/or minimize injuries, and preserve property and resources in the Town of Darien by making use of all available manpower, equipment, and other resources in the event of a natural, human caused, or national security emergency/disaster.
- B. Provide for direction and control and the continuity of government in disaster situations.
- C. Provide for the integration of resources and capabilities of town government and the private sector for hazard mitigation, survival and recovery operations when any disaster threatens or occurs.
- D. Define the role and responsibilities of local government, quasi-government organizations and private agencies for the preparation and conduct of emergency operations prior to, during or after a disaster, whether human caused, natural, or national security.
- E. Provide a basis for the preparation of detailed emergency operating procedures and training by local government, and support organizations assigned emergency responsibilities.

II. SITUATION AND ASSUMPTIONS:

A. SITUATION

The Town of Darien is a residential, suburban bedroom community with a substantial commercial area and some corporate headquarters. The town is located in Fairfield County, approximately 35 miles from New York City. The land area is 14.9 square miles and the population is stable at approximately 19,607 residents. The form of government is Representative Town Meeting with 100 members, Board of Selectmen numbering five, and Board of Finance. The First Selectman is the Chief Executive Officer of the town with an Administrative Officer who conducts the day-to-day business of the town. Darien was incorporated as a town in May 1820.

There is a group of persons in the Town of Darien known as the “Civil Preparedness Selectmen’s Committee”. The Selectmen’s Committee is an appointed group of department heads and representatives of external agencies such as public utilities, Red Cross, Post 53, and other services involved in disaster planning and operations. Committee members are appointed each year for a one-year term. The Selectmen’s Disaster Committee is in charge of all matters pertaining to Civil Preparedness, disaster handling and disaster relief. The committee has no legislative powers but may submit recommendations to the Board of Selectmen. In the event of disaster, certain committee members are assigned to report to the Emergency Operations Center, others are assigned to report to the base of operations of their departments to maintain communications with the Emergency Operations Center and perform required services. Other members of the committee are placed on a stand by basis. In a disaster the Disaster Emergency Committee members will serve in whatever capacity that they are assigned to by the First Selectman.

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Population density in Darien is approximately 1,340 persons per square mile. Daytime population drops from 20,000 to approximately 15,000 due to persons leaving town for employment. Residents are fairly evenly distributed throughout the town, although a slightly larger portion live in the southern half of the town. There is no seasonal increase or decrease in population in the town.

Residential housing consists primarily of single family dwellings of wood frame construction. There are approximately 5,853 single family dwellings, 40 two-family homes, one apartment complex, the Phillips Apartments with 123 units, the Allen O'Neill Housing Project with 53 units, the elderly housing project at the old Town Hall site of 30 units, and various condominiums. Mobile homes are prohibited in the town as living units as are high rise structures over three stories. The only structures over three stories are church steeples.

Commercial construction varies, the older type being wood frame and newer buildings of masonry construction. There are a number of newer executive buildings of masonry construction.

The land area of the town is generally quite flat ranging from 285 ft. above sea level in the northern section to Long Island Sound along the southern border of the town. Bordering communities are Stamford on the west, New Canaan on the north and Norwalk on the east. The entire southern boundary of the town is Long Island Sound.

Weather conditions are generally moderate with average summer temperatures in the 72 to 75 degree range and winter temperatures ranging in the low 30's. Prevailing winds are northwest, the year round.

Highways in the town are: Interstate 95 running east-west through the center of the town; U.S. Route 1 running east-west (known locally as the Post Road); State Route 124 running north-south (known locally as Mansfield Avenue); State Route 106 running north-south (known locally as Hoyt Street); State Route 136 running east-west (known locally as Tokeneke Road); the Merrit Parkway, State Route 15, runs east-west one-half mile north of the Darien-New Canaan town lines in the Town of New Canaan. Extreme caution must be used because of low underpasses and flooding of the underpasses in heavy rains. There are 81.08 miles of town roads and an estimated 28 miles of private roads in the town. There are many dead-end streets and roads in the town.

There are no motor transport terminals in the town although the town is serviced by numerous common carriers. Public passenger transportation is furnished by Connecticut Transit; taxi and limousine services.

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Rail service is provided by the Metro North Railroad with four main line tracks through the town. There is a freight siding at the Ring's End Lumber Company on West Avenue. There is one spur line running from Stamford to New Canaan, through Darien, known as the New Canaan Branch of Metro North. Passenger service is provided approximately once every hour with an increase in the number of trains during commuting hours. There are two rail stations in Darien, one at Darien Center West Avenue and Post Road and the other at Noroton Heights located between Noroton Avenue and Hollow Tree Ridge Road.

There is no local airport in Darien. The closest airports for commercial passenger service are Bridgeport airport located in Stratford, a distance of approximately 27 miles and Westchester County Airport in New York State, a distance of 25 miles, with commercial freight and passenger service. Other available airports are Danbury Airport in Danbury, a distance of 30 miles, with charter service but no scheduled airlines. Bridgeport Airport has three runways all paved, one 4,662 feet by 150 feet width with displaced threshold, one 4,761 by 150 feet and one 4,683 by 150 feet that is closed nights. New York City metropolitan airports are approximately 40 miles distant and may be reached by limousine service that operates daily on a seven-day basis.

Rivers located within the town boundaries are the Noroton River, Stony Brook, Goodwives River, Five Mile River and Tokeneke Brook. All of these bodies of water run north-south and none are navigable. There are no lakes or reservoirs in the town of Darien. Many small ponds exist, some of which have small dams. Some of the small dams could have adverse effects upon the town if they were to fail.

Law enforcement in Darien is provided by a paid force of 51 persons under the command of a Chief, 2 Captains and 5 Lieutenants. In addition, there are 20 special policemen, 6 school crossing guards, and 6 full-time civilian employees. The department has 19 vehicles, 16 of which are cars, one truck, one van, an underwater recovery vehicle, and a 24 ft. police boat and trailer. All are two-way radio equipped and the boat has a ship-to-shore radio unit. Police Headquarters is located on Hecker Avenue and it is equipped with a 175 KW generator for emergency power. There is also an alternate communications facility located at Explorer Post 53 Headquarters that is provided for use when needed.

Fire protection is provided by three volunteer fire departments, each under the command of an elected Chief and other officers. All departments are 100 percent volunteer groups and they receive capital funds from the town in addition to gas, oil, tires and operational costs. The departments are under the overall supervision of a Fire Commission consisting of 9 members. The individual departments are The Darien Fire Department Inc. located on the Post Road in the center of town with 5 vehicles; the Noroton Heights Fire Department Inc. located on Post Road at Rings End Road with 4 vehicles. The three departments have approximately 300 members of which approximately 150 are active firefighters. Each station is provided with auxiliary generating equipment for emergency power and all vehicles are two-way radio equipped with one truck in each department having a second frequency for the county band on 33.86 MHz. The Fire Marshal's van provides communications between Fire, Police & Municipal systems.

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Civil Preparedness in the Town of Darien is presently under the supervision of a volunteer part-time Director who is not paid for his services.

The Town of Darien does not have a hospital. Residents use Stamford Health Systems (two Hospitals), located on Shelburne Road, with a bed capacity of 400; and Norwalk Hospital, located on Maple Street in Norwalk, with a bed capacity of 432. Both hospitals are located within a 5 to 10 mile radius of Darien. The two hospitals are full service hospitals provided with auxiliary generating equipment for emergency power and two-way radio systems that use the HEAR service and C-Med. In addition, Norwalk Hospital has two-way radio communications with the Norwalk Police Department.

There is one convalescent home in Darien, Mediplex of Darien located at 599 Boston Post Road. The bed capacity of this facility is 120 and they do have auxiliary generating equipment for emergency power.

The only state-owned facilities located in the Town of Darien are the Department of Transportation garage located at the rear of the MacDonalds' Restaurant on Interstate Route 95, westbound and the adjacent Emissions Control Center.

Emergency ambulance Service is provided by Darien Emergency Medical Services-Post 53 based at the Old Noroton Heights Railroad Station. They are dispatched by, and have communications with Darien Police Department. Through the regional C-Med Radio System they have direct communication with all hospitals in Connecticut. Their radio backup to that system is the H.E.A.R. Radio. Darien EMS is part of the Region I EMS System, and in the event of a disaster in Darien, would activate a "Code 1000" through Darien P.D. to produce by written agreement, 10 ambulances from other towns surrounding Darien, each with double crews and disaster supplies.

Pursuant to Connecticut law, Darien EMS would be in charge of all patient care and transportation with regional and state O.E.M.S. assistance. Other EMS trained rescuers in Police and Fire Departments would join Darien EMS if their other duties permit and with the agreement of their commanding officers. All scene medical control and communications with hospitals will be coordinated by Regional C-Med by Darien EMS. Darien EMS-Post 53 has 50 members certified in Intermediate Advanced Life Support. Paramedic assistance with Triage and treatment will be called from Norwalk Hospital and Stamford EMS.

The Darien Fire Department Rescue 44 has an emergency vehicle with litter space for 6 persons.

The Lawrence Funeral Home, in emergency circumstances, can supply for use with injured people one vehicle capable of transporting two people; three stretchers are also available.

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Schools, public and private, in the Town of Darien consist of the following: one senior high school with grades 9 through 12, one middle school with grades 6 through 8, and five elementary schools with grades K through 6. All of these schools have cafeterias but none have auxiliary generating equipment for emergency power. There is a private school, The Plumfield School, with grades Kindergarten through 8 and located at Pear Tree Point with approximately 100 students. School buses, 13 in number, have capacity for 66 children and 44 adults. They are operated under contract by the Laidlaw Transit Inc. Service and are garaged at 11 Brownhouse Road, Stamford, CT, (203) 977-1550.

Newspapers in the area are the Darien News-Review, a weekly paper; The Stamford Advocate, a daily morning paper with a Sunday edition; The Norwalk Hour, a daily evening paper with no Sunday edition; The Fairpress, a weekly paper; and all major New York City papers, and The Darien Times. Radio and television reception from surrounding towns provides coverage from all major networks. Cable TV is available to subscribers. Fire sirens are sounded at 7:00 a. m. to announce school closing.

Public utilities serving the community are Southern New England Telecommunications, Northeast Utilities, and the Connecticut American Water Company, Noroton District. The water company services approximately two-thirds of the town and the balance have private wells and water systems. There is a town owned sanitary sewer system that serves about three-quarters of the residents of the town. Yankee Gas is now being in-stalled on Route U.S. #1.

There is no substantial gasoline or heating fuel storage in the Town of Darien. The local filling stations each have a storage capacity estimated to range from 12,000 to 20,000 gallons each. The town Fire and Police Departments and Town Garage have limited storage for their own use.

Darien residents are dependent upon local grocers and supermarkets for food and meat supply as there are no wholesale grocers or meat packers located in the community.

For the general public drug supplies are limited to those obtainable from the three pharmacies that are located in the community.

In the event of a town-wide disaster and need for emergency accommodations, Mediplex of Darien will make available accommodations for 100 people and can supply emergency feeding for four days. Menus are planned and food is always on hand. In the event of power outage, the Mediplex has its own emergency generators. In the event of prolonged emergency, the Mediplex has plans in writing and agreed to by other organizations to have emergency rations delivered, by helicopter, if necessary, and can continue for an indefinite period. Raw food costs will be billed to the Darien Board of Selectmen at the same cost billed to the Mediplex of Darien. Those in need of medical attention or other special needs will be sheltered in the Mediplex facility. The facility can also be expanded into an emergency treatment center for disaster victims, as can be Post 53 Headquarters and the Town Hall. Shelter can also be provided at the three firehouses. Other shelter areas can be established in the schools and in the Town Hall and be staffed by the Red Cross.

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In the event of a disaster resulting in a maximum of 30 deceased people, these will be handled by the Lawrence Funeral Home, with associate funeral homes in surrounding towns, through the direction of the Darien Police Department. Larger numbers of deceased will be handled by U. S. military and other governmental agencies (D-Morts), also through the Darien Police Department. Other bodies can be handled through the Nassau County Police Headquarters.

The town is vulnerable to many types of disasters including Interstate 95 and Metro-North/Conrail, one of the heaviest traveled highways and rail routes in the state. This increases the possibility of major motor and/or rail transportation accidents involving chemicals and radioactive materials in industry, medicine, and as a source of power. It makes it imperative that safe handling procedures be known and understood. Bomb threats and bombing incidents cannot be overlooked by any community as a possibility. The Town of Darien is located in the approach route and holding area for New York metropolitan airports which increases the vulnerability to possible aircraft accidents.

B. ASSUMPTIONS

The following assumptions with regard to disaster emergency situations may be made: (the numbering sequence does not denote the order of importance of these assumptions.)

1. An emergency or disaster (natural, human caused or national security) can affect the town at any time.
2. A hurricane, tornado, wind storm, electrical storm, severe ice and/or snow storm, blizzard, etc. affecting the town can cause the loss of power, telephone service, and other utilities and result in a major threat to government operations and the health and safety of people within the town.
3. The resources normally available within the town may not be sufficient to respond to a major emergency and/or disaster. Therefore, outside assistance may be necessary.
4. Some advanced warning may be received in natural and human caused disasters. Thunderstorms, which might produce dangerous winds and tornadoes might appear with little advance warning.
5. In an emergency and/or disaster simultaneously affecting other communities and/or the state, outside assistance may not be available. Therefore, local government will have to do the best it can with available resources to maximize the survival of people, prevent and/or minimize injuries and preserve property and resources within the town.

III. CONCEPT OF OPERATIONS:

A. MITIGATION:

Mitigation is the process of taking measures designed to reduce or minimize the effects of natural or human caused hazards. The local government realizes the need to carry out mitigation efforts for the following hazards: power failure, flood/flash flood, winter storm, coastal storm, hurricane/tropical storm, air accident, rail accident, tornado, and in transit hazardous materials incident/accident. Therefore, the town has the following hazard reduction measures in place:

MITIGATION MEASURES:

1. Departments, agencies and offices shall carry out hazard mitigation activities appropriate to their respective function.
2. Restrict development in hazardous areas consistent with the degree of risk.
3. Promote fire prevention.
4. Work with commerce and industry to improve hazardous materials storage, use, transportation and disposal.
5. Encourage public safety efforts at all levels.
6. Maintain a reserve stock of sandbags.
7. Develop and maintain “All Hazard” Evacuation and Mass Care (Shelter) Annexes with pre-designated evacuation routes and shelter facilities.
8. Mutual aid agreements with neighboring communities to share assistance and resources.
9. A Radiological Protection Annex outlining decontamination procedures and availability of radiological instruments.
10. Promote professional development for emergency management and safety personnel.

B. INCREASED READINESS PHASE:

The Increased Readiness Phase is that period of time from receipt of the initial notification of a potential emergency to the onset of the emergency. The length of time in an Increased Readiness Phase may vary from a few minutes to several weeks. All departments, agencies and offices of town government and supporting agencies will be alerted to the possibility of the impending disaster.

INCREASED READINESS ACTIONS:

(The numbering sequence in the following actions is not meant to establish priority in performance as all actions are to be undertaken as soon as possible.)

1. The First Selectman (CEO) will call together such town department heads and other town officials and external agency representatives as deemed necessary in view of the nature of the emergency and will brief them on the situation. The First Selectman will activate this plan (see Attachment 2) if appropriate and necessary and/or order such steps to be taken as may be appropriate for the situation.
2. Following the briefing all department heads and other persons involved will review their responsibilities outlined in this Emergency Operations Plan and their respective annexes and/or emergency operations procedures (departmental emergency plans).
3. Department heads will brief their personnel and review with them their responsibilities assigned by this plan and their departmental annex and/or emergency operations procedures. They will then make preparations for the mobilization of their personnel as appropriate and necessary.
4. The Emergency Operations Center (EOC) will be activated and maintained on a stand by basis pending further orders. Department heads will designate their representatives to the EOC.
5. All emergency equipment, supplies and resources will be inventoried, checked and readied for emergency operations (response vehicles will be filled with gas and oil; emergency generators will be started and tested; radiological monitoring and hazardous materials equipment, radios, flashlights, batteries, regulatory and safety signs, record forms, etcetera will be inventoried and checked for operational readiness).
6. Personnel, equipment, and resources will be readied for dispersal and where necessary, moved to appropriate locations on a stand by basis according to the particular type of emergency.
7. The Emergency Management Director will coordinate the inspection of all communications and auxiliary generating equipment to ensure its operating capability.
8. News releases will be prepared for newspapers, radio and television to be used only when directed by the First Selectman.
9. Preparations will be made to alert, if necessary, the entire population of the town, including organizations, agencies and/or groups serving the handicapped, elderly and non-English speaking residents.

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10. School officials, public and private, present at the briefing by the First Selectman will take all necessary steps to safeguard the school population at any time that school is in session. Institutions and agencies not represented at the briefing will be alerted by the Emergency Management Director, if deemed necessary by the First Selectman.
11. In an emergency of a local nature, the State Office of Emergency Management and communities with which mutual aid agreements exist will be alerted.
12. During this phase, the overall readiness of the Emergency Operations Center for operation on a 24-hour basis will be initiated.

C. EMERGENCY PHASE:

The Emergency Phase is that period of time during which the emergency is occurring. Action will be taken immediately to evaluate the emergency, warn the population of the town, make use of all available personnel, equipment and resources to minimize the effects of the disaster on the community. Some of the Emergency Phase actions may have been performed during the Increased Readiness Phase.

EMERGENCY ACTIONS:

(The numbering sequence in the Emergency Actions is not meant to establish priority in performance as all actions are to be undertaken as soon as possible.)

1. Immediately alert the public affected. Provide them with whatever guidance or instruction is required to respond to the emergency. Make certain that emergency information is disseminated in a manner that is understandable to foreign language groups that may be present in town.
2. Activate this Emergency Operations Plan (see Attachment 2, Plan Activation).
3. Fully activate the Emergency Operations Center on a round-the-clock basis. Take appropriate steps for water, food and sleeping facilities if the emergency requires it.
4. Declare "State of Emergency" if appropriate and necessary.
5. Establish communications with the State Emergency Management Area Office and cities and towns with which mutual aid agreements are in effect.
6. Conduct emergency operations in the most efficient and expeditious manner possible using all available manpower, equipment, and other resources.
7. Implement protective measures based on protective action guides and other criteria consistent with the recommendations of the Environmental Protection Agency (EPA), the Nuclear Regulatory Commission (NRC), etc.

D. RECOVERY PHASE:

This phase is that period immediately following the emergency when actions will be taken to restore the community, to the greatest extent possible, to normal conditions. The phase begins when the disaster has subsided to such a degree that recovery operations can begin. Some recovery actions may commence during the Emergency Phase. In a radiological emergency it may be necessary to precede all recovery operations with decontamination procedures, with the exception of urgent rescue operations.

RECOVERY ACTIONS: (The numbering sequence in the following actions is not meant to establish priority in performance as all actions are to be undertaken as soon as possible.)

1. Continue rescue operations. If a radioactive environment exists, ensure monitoring and decontamination when possible. Monitoring and decontamination should precede all other recovery operations.
2. Provide medical assistance to the sick and injured.
3. Arrange for temporary shelter, housing, food and clothing where necessary.
4. Provide transportation for people who are being relocated.
5. Make complete evaluation of the situation, including damage assessment and plan for restoration. Determine restoration priorities.
6. Certify buildings and/or areas as being safe for habitation.
7. Commence restoration of the town following established priorities.
8. Assist public utilities with the restoration of service where necessary and when requested.
9. Provide emergency mortuary service
10. Maintain the Emergency Operations Center in operation until such time as the emergency and recovery operations no longer requires it.
11. Provide for protection from looting and vandalism.
12. Establish and maintain a disaster inquiry center.
13. Maintain facilities for the dissemination of information to the public.
14. Arrange for financial assistance where necessary to help residents and town government to recover from the disaster. This will be done in cooperation with state and federal agencies.
15. Destroy contaminated food, drugs and other material.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

(The Disaster Emergency Operations Chart of Organization is Attachment 1 of this plan).

CHIEF EXECUTIVE OFFICER'S EMERGENCY RESPONSIBILITIES

1. The First Selectman or the person legally administering this office, is the Chief Executive Officer of the town.
2. As Chief Executive, the First Selectman has the responsibility to carry out Emergency Management activities to protect life and property within the town prior to and during any emergency or disaster. When the emergency or disaster exceeds the town government's capability to respond, the First Selectman will request assistance from other municipalities and, if necessary, from the State of Connecticut and the United States government.

AUTHORITY OF THE CHIEF EXECUTIVE

1. The First Selectman of the town has executive authority and direct control over all town departments, agencies and offices. This authority shall be limited only by the Governor of the State of Connecticut in state-declared emergencies or the President of the United States of America in declared national emergencies.
2. The First Selectman has a cooperative relationship with agencies that are external to local government or are of a volunteer nature.

ROLE OF THE EMERGENCY MANAGEMENT DIRECTOR:

1. The Emergency Management Director advises the Chief Executive on all Emergency Management matters and related laws, rules and regulations of Title 28 of the Connecticut General Statutes, and The Robert T. Stafford Disaster Relief and Emergency Assistance Act, (amended September 1998). He plans, develops, organizes, directs and coordinates the Town's Emergency Management Program with the goal of saving lives and protecting property by maintaining emergency operational capabilities that mitigate, prepare for, respond to, and recover from any emergency or disaster. The Emergency Management Director is responsible for accomplishing all of the following Emergency Management functions:
 - a. Emergency Organization, Planning and Management;
 - b. Direction, Control and Warning;
 - c. Population Protection;
 - d. Training and Exercising.
2. As a staff person to the First Selectman, the Emergency Management Director will coordinate the Emergency Management forces of the town in the handling of a disaster emergency.

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A. The CHIEF EXECUTIVE OFFICER (First Selectman):

The Chief Executive Officer of the town is responsible for, but not limited to, the performance of the following functions under this plan:

1. Sets policy for the emergency response organization.
2. Assumes responsibility for the overall response and recovery operations.
3. Authorizes the mitigation strategy for recovery.
4. Identifies by title or position the individuals responsible for serving as Incident Commander(s), EOC Manager, Health and Medical Coordinator, Communications Coordinator, Warning Coordinator, Public Information Officer, Evacuation Coordinator, Mass Care (Shelter) Coordinator, and Resource Manager.
5. Identifies by title or position the individuals assigned to work in the Emergency Operations Center during emergencies.

B. The FIRE DEPARTMENTS:

Manages Fire Department resources and directs Fire Department operations.

C. The POLICE DEPARTMENT:

Manages law enforcement resources, and directs traffic control and law enforcement operations.

D. The HEALTH AND MEDICAL COORDINATOR:

1. Coordinates the use of health and medical resources and personnel involved in providing medical assistance to disaster victims.
2. Meets with the heads of local public health, emergency medical services (EMS), hospital, environmental health, mental health, and mortuary services, or their designees to review and prepare emergency health and medical plans and ensure their practicality and inter-operability. When appropriate, include local representatives of professional societies and associations in these meetings to gain their members' understanding of and support for health and medical plans.
3. Meets with representatives of Fire and Police Departments, Emergency Management agencies, Military Department (if activated by the Governor), State and Federal agencies, and the American Red Cross (ARC) to discuss coordination of disaster plans.

E. The PUBLIC WORKS DEPARTMENT:

1. Manages public works resources and directs public works operations (e.g., water supply/treatment, road maintenance, trash/debris removal).
2. Coordinates with private sector utilities (e.g., power, water and gas) on shutdown and service restoration.
3. Coordinates with private sector utilities and contractors for use of private sector resources in public works related operations.

F. The WARNING COORDINATOR:

1. Determines warning resource requirements.
2. Identifies warning system resources in the town that are available to warn the public.
3. Performs a survey to establish warning sites.
4. Identifies areas to be covered by fixed-site warning systems.
5. Develops procedures to warn areas not covered by existing warning systems.
6. Develops special warning systems for those with hearing and sight disabilities.
7. Develops means to give expedited warning to custodial institutions (e.g., nursing homes, schools, and prisons).
8. Coordinates warning requirements with the local Emergency Alerting System (EAS) stations, and other radio/television stations in the town.
9. Develops a chart of various warning systems, applicability of each to various hazards, and procedures for activating each.
10. Coordinates planning requirements with the EOC Manager.

G. The EOC MANAGER:

(Note: In many jurisdictions this function is performed by the emergency manager.)

1. Manages the EOC as a physical facility (e.g., layout and setup), oversees its activation, and ensures it is staffed to support response organizations' needs.
2. Oversees the planning and development of procedures to accomplish the emergency communications function during emergency operations.

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3. Ensures a sufficient number of personnel are assigned to the communications and Information Processing sections in the EOC.
4. Oversees the planning and development of the warning function.
5. Reviews and update listings including telephone numbers of emergency response personnel to be notified of emergency situations.
6. Designates one or more facilities to serve as the town's alternate EOC.
7. Ensures that communications, warning, and other necessary operations support equipment is readily available for use in the alternate EOC.

H. The EMERGENCY MANAGER

1. Coordinates with the Communications Coordinator, Warning Coordinator, Public Information Officer, Health and Medical Coordinator, Resource Manager, and the Mass Care Coordinator to ensure necessary planning considerations are included in the Emergency Operations Plan.
2. Coordinates with the local chapter of the ARC, Salvation Army, other public service non-profit organizations, the Superintendent of Schools, etc., as appropriate to identify a lead organization, if possible, and personnel to perform mass care operations.
3. Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the town.
4. Works with the Public Information Officer to develop emergency information packets and emergency instructions for the public.
5. Coordinates planning requirements with the emergency management staff in neighboring jurisdictions that have been identified as potentially hazard-free and have agreed to house evacuees in their mass care facilities.
6. Coordinates the provision of mass care needs for personnel performing medical duties during catastrophic emergencies.
7. Assists, as appropriate, the animal care and control agency staff's efforts to coordinate the preparedness actions needed to protect and care for animals during and following catastrophic emergencies.
8. Assists the Resource Manager as needed to prepare for response operations.

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- Convenes planning meetings for the function in consultation with (or on the advice of) the Resource Manager.
 - Designates emergency management staff to serve in key posts, as appropriate. Whether the Resource Manager should be an emergency management official--given the emergency resources focus--or a Department of General/Administrative Services person is left to the discretion of the town.)
9. Advocates that mitigation concerns be addressed appropriately during response and recovery operations.

I. The COMMUNICATIONS COORDINATOR:

This individual is responsible for the management of all emergency communications systems and will set emergency systems operations protocol for all emergency communications operations. The Coordinator:

1. Assembles a team of representatives from the government departments and public service agencies involved in emergency operations to develop a communication procedure that will be responsive to the town's needs and compatible with the communications procedures used by emergency response organizations.
2. Identifies communications and warning resources in the local government available to the Emergency Operations Center.
3. Identifies and designates private and public service agencies, personnel, equipment, and facilities that can be used to augment the town's communications capabilities. For example, develop procedures with RACES or other available local communications resources and arranging for emergency augmentation of communications capabilities.
4. Designates personnel to serve on the Communications Section Team.
5. Surveys communications equipment sites for power sources and locations.
6. Analyzes equipment locations in relation to potential hazards and disaster conditions.
7. Coordinates emergency communications and warning frequencies and procedures with Emergency Operations Centers at higher levels of government and with neighboring communities.
8. Identifies a repair capability available under emergency conditions and coordinates repair and maintenance activities.
9. Arranges training programs for all communications staff, including volunteers and repair personnel.

J. The PUBLIC INFORMATION OFFICER (PIO):

1. Advises the Emergency Manager and First Selectman on matters of Emergency Public Information (EPI).
2. Establishes and maintains a working relationship with local media.
3. Prepares a call down list for disseminating EPI to groups that do not have access to normal media (e.g., school children).
4. Prepares emergency information packets for release; distributes pertinent materials to local media prior to emergencies; and insures that information needs of visually impaired, hearing impaired, and non-English speaking audiences are met.
5. Coordinates with the Animal Care and Control Agency to obtain information for dissemination to the public on the appropriate actions that should be taken to protect and care for companion and farm animals, and wildlife during disaster situations.

K. The EVACUATION COORDINATOR:

1. Coordinates all evacuation planning activities with the Emergency Manager.
2. Identifies high hazard areas and determines population at risk; prepares time estimates for evacuation of the people in the different risk zones. Accomplishment of these tasks requires the preparation of a threat summary, based on the town's hazard analysis. The summary quantifies the specific evacuation needs of the town. It addresses the evacuation planning needs that are applicable to the hazards that threaten the people living in the town. Typical threats include:
 - Hazardous materials accidents involving the facilities that use, store, manufacture, or dispose of them, and the transport modes (planes, trains, boats, trucks, rail roads, pipelines, etc.) used to move them.
 - Flooding as a result of snow melt, ice jams or torrential rains in flood prone and/or low lying areas subject to flash floods; coastal and inland flooding caused by tidal surge and rain, and the wind damage associated with hurricanes, tropical storms and nor'easters.
 - Flooding of locations downstream from dams.
 - Areas subject to wildfires.
 - Areas subject to major seismic activity.
 - Areas within a 50-mile radius of nuclear power plants (ingestion pathway).
 - Populations at risk to weapons of mass destruction, or national security threats involving nuclear, chemical, or biological weapons.
 - Any other situations involving terrorist activities.

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3. Identifies transportation resources (e.g., public transit, school buses, etc.) likely to be available for evacuation operations; prepares an inventory of vehicle resources (public and private buses, public works trucks, commercial bus companies, trucking companies, truck rental companies, rail services, marine/ferry services, ambulance services, etc.).
4. Assists facilities that provide care for special needs populations to develop a facility evacuation plan.
5. Develops information for evacuees' use on the availability and location of mass care facilities away from the threat of further hazard-induced problems.
6. Assists, as appropriate, the Animal Care and Control Agency staff's coordination of the preparedness actions that are needed to prepare for the evacuation of animals during catastrophic emergencies.

L. The MASS CARE COORDINATOR:

1. Surveys buildings to select the safest and best possible for use as mass care facilities.
2. Prepares a list that identifies the buildings that have been selected for use as mass care facilities and the number of people that can be housed in each.
3. Compares mass care facility locations with potential hazards and disaster conditions.
4. Prepares a resource list that identifies the agencies that are responsible for providing the resources (cots, blankets, beds, food, water, flashlights, medical and sanitation supplies, communication gear, back-up power sources, etc.) required to set up and sustain operations in each mass care facility.
5. Makes provisions to ensure the following items are available in sufficient quantities for use in mass care facilities, when opened (these stocks may be pre-positioned or delivered at the time of need):
 - Food supplies.
 - Water and sanitary supplies.
 - Clothing, bedding, and other supplies.
 - First aid/medical supplies, as appropriate.
6. Prepares necessary agreements to guarantee access to those non-government owned facilities that have been designated for mass care use during emergencies.

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7. Designates a mass care facility manager and identifies staffing requirements for each mass care facility.
8. Makes necessary arrangements to ensure mass care staff members are trained.
9. Prepares a manager's kit for the designated manager in each mass care facility.
10. Coordinates with the Emergency Manager and PIO to develop a public information program to make citizens aware of availability and location of mass care facilities.
11. Develops a mass care operations organizational chart.
12. Manages mass care activities during emergencies.
13. Coordinates mass care activities with the Emergency Manager.
14. Assists, as appropriate, the Animal Care and Control Agency staff's coordination of the preparedness actions that should be accomplished in order to feed, shelter, and provide medical treatment for animals during and after catastrophic emergencies.

M. The RESOURCE MANAGER:

1. Manages and directs resource support activities during large-scale emergencies and disasters.
2. Chairs planning meetings for the function.
3. Ensures that resource listings and/or the resource database are current.
4. Ensures that necessary agreements and appropriate public information materials (e.g., regarding donations) are in place.
5. Coordinates resource planning activities with the Emergency Manager.

N. The SUPERINTENDENT OF SCHOOLS:

1. Develops and periodically exercises a student evacuation plan.
2. Coordinates with the Evacuation Coordinator to work out arrangements to use school buses to transport school children and other evacuees.
3. Coordinates with the Mass Care Coordinator to work out arrangements to use schools and/or their food stocks for mass care.
4. Coordinates with the Mass Care Coordinator for the transport of school children to mass care facilities.

O. The ANIMAL CARE AND CONTROL AGENCY:

- 1 The Animal Care and Control Agency will coordinate the services and assistance provided to the animal victims. The activities may include the protection, care, and disposal (if appropriate) of animal victims impacted by disasters.
- 2 The agency will coordinate preparedness activities with the appropriate public and private sector organizational representatives. These activities will include:
 - Planning that addresses provisions for the protection of;
 - ◇ Companion and farm animals, wildlife, animal shelters, animal research facilities and science centers, pet stores, etc. will be necessary to insure the needs of animals are met during disaster situations.
3. Extensive coordination will be required with state/local agencies such as fish and game departments, wildlife, natural resources, game wardens (DEP Wildlife Division); also farm bureaus, and the Department of Agriculture's Bureau of Aquaculture, Animal Control, Dairy Division, and State Veterinarian.
4. Additional coordination will be necessary from the local Emergency Management Agency's staff; the individuals tasked in the EOP to serve as Evacuation and Shelter (Mass Care) coordinators, Public Information Officer, Health Director, Resource Manager, etc.
5. Assistance from non-governmental organizations such as the Red Cross, Humane Society, Veterinary Medical Associations (state and national), Veterinary Technician Associations, livestock and horse associations, kennel clubs, and other animal protection volunteer groups.
6. The agency will form emergency response teams (i.e. evacuation, shelter, medical treatment, search and rescue, etc.) that includes trained professionals and volunteers to accomplish necessary actions during response operations. The team members may include Animal Control Officers, Humane Society staff, veterinarians, veterinary technicians, livestock inspectors, game wardens, farmers, kennel owners, and volunteers from animal protection organizations, etc.

P. ALL TASKED ORGANIZATIONS:

"All tasked organizations" include those identified above, and all other government or private sector organizations that have been assigned tasking in the Emergency Operations Plan to perform response functions.

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1. Maintain current internal personnel notification rosters and SOP's to perform assigned tasks.
2. Negotiate, coordinate and prepare mutual aid agreements, as appropriate.
3. Analyze needs and determine specific communications resource requirements.
4. Work with EOC communications coordinator to ensure equipment and procedures are compatible.
5. Identify potential sources of additional equipment and supplies.
6. Provide for continuity of operations.
 - Ensure that lines of succession for key management positions are established to ensure continuous leadership and authority for emergency actions and decisions in emergency conditions.
 - Protect records, facilities, and organizational equipment deemed essential for sustaining government functions and conducting emergency operations.
 - Ensure, if practical, that alternate operating locations are available should the primary location suffer damage, become inaccessible, or require evacuation. Alternative operating locations provide a means to continue organizational functions during emergency conditions.
 - Protect emergency response staff. This includes actions to:
 - ◇ Obtain, as appropriate, all necessary protective respiratory devices and clothing, detection and decontamination equipment, and antidotes for personnel assigned to perform tasks during response operations.
 - ◇ Ensure assigned personnel are trained on the use of protective gear, detection and decontamination devices, and antidotes.
 - ◇ Provide security at facilities.
 - ◇ Rotate staff or schedule time off to prevent burnout.
 - ◇ Make stress counseling available.

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- Ensure the functioning of communications and other essential equipment. This includes actions to:
 - ◇ Test, maintain, and repair communications and warning equipment.
 - ◇ Stockpile supplies and repair equipment.

V. **ADMINISTRATION AND LOGISTICS:**

1. Support and Mutual Aid

The government of the town is responsible for the protection and safety of all peoples and properties within its boundaries, to the limits of town resources.

Emergency operations will be carried out principally by local Emergency Management forces. Mutual aid agreements (verbal and written) in effect at the time of the emergency will be made use of if necessary and feasible to do so. Mutual aid assistance from other municipalities and support and assistance (including technical information on health risks, weather conditions, etc.) from volunteer organizations, private agencies, and the state and/or federal governments will be requested by the First Selectman and arranged and coordinated by the Emergency Management Director.

The First Selectman may request assistance and support from: The American Red Cross; Salvation Army; amateur radio operators; Visiting Nurses Association; Civil Air Patrol; private contractors, etc. Volunteer organizations will assist in whatever manner is best suited to their respective capabilities. These organizations will be given mission-type assignments and remain unitized to the greatest extent possible in performing emergency functions under the direction of their own supervision, coordinated by the Director of Emergency Management.

Support means those organizations or groups that can be called upon for assistance principally when added manpower or specialized services are needed during a disaster emergency. For instance, a snowmobile club or group, service organizations, etc. that tend to respond as a unit and have the ability to carry out mission-type assignments under their own supervision and with their own manpower and equipment are considered support groups.

a) The Emergency Medical Services:

1. Provide qualified medical personnel at the disaster site or on stand by basis.
2. Establish and operate triage area; coordinate patient care and transportation to hospitals with mutual aid ambulances and hospitals.

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3. Provide person to function as Operations Officer at the forward command post if needed.
4. Maintain proper supplies and equipment to handle mass casualties.
5. Provide a coordinator to maintain casualty information; update Emergency Operations Center and Public Information Officer on a frequent basis.
6. Assist the Director of Health and the Shelter Managers in caring for sick and injured shelterees, if needed.
7. Transport and care of individuals from the disaster site to medical facilities.
8. Provide transportation for handicapped and elderly persons in institutions during evacuations.
9. Provide radiological monitoring for EMS personnel and persons under their care, and report data to the Emergency Operations Center.

b) The American Red Cross:

The American Red Cross, a voluntary independent agency, will be expected to cooperate with local government to the extent of its capabilities and execute its Disaster Assistance Plan in cooperation with the town. It is expected that the Red Cross will function in the following areas on a "Mission" basis with its own supervision, coordinating its activities with local government.

1. Provide food, clothing, shelter or other assistance, as needed and possible, to those in need as a result of an emergency or disaster.
2. Assistance with rehabilitation of families.
3. Provision of nurses and nurses' aides in coordination with the Health Department.
4. Assistance with evacuation of persons from disaster areas.
5. Assistance with movement of the sick and injured to hospitals and emergency care centers.
6. Setup and operate bloodmobiles as required.
7. Assistance with the management and operation of reception and care activities (registration, staffing, lodging, feeding, pertinent evacuee information, etc.).
8. Assist the Health Department with special needs of the handicapped and the elderly.

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9. Provide radiological monitoring for Red Cross personnel and persons under their care and for reporting of data to the EOC.

c) The Salvation Army:

The Salvation Army, a voluntary organization, is expected to support local government as follows:

1. Provide, with limitations of its resources, the following services as needed or requested:
 - a. Mobile canteen services.
 - b. Emergency feeding service and shelter in Salvation Army or other facilities.
 - c. Collection and distribution of food, clothing and other supplies.
 - d. Counseling and morale building services.
 - e. Assistance in registration, identification and collateral services.
 - f. Provide personnel with specialized skills, such as language interpreters and social workers.
2. Work with disaster assistance teams to take aid programs to victims not able to report to assistance center.
3. Abide by the decisions of the First Selectman of the town concerning the coordination of volunteer organizations for the rendering of assistance to disaster victims.
4. Provide radiological monitoring for Salvation Army personnel and persons under their care, and reporting data to the Emergency Operations Center.

d) The Public Utilities:

1. Assign qualified individuals, when requested by the First Selectman, to serve as liaison between their companies and the town for the duration of the emergency.
2. Determine priorities for service restoration as established through mutual understanding between the Chief Executive and utility companies involved.
3. Keep the Chief Executive informed of damage assessment and progress of repairs.

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2. Civil Preparedness Forces

For purposes of clarification, Title 28, Chapter 517, Section 28-1C of the General Statutes of Connecticut states the following: (C) "Civil Preparedness Forces" means any organized personnel engaged in carrying out civil preparedness functions in accordance with the provisions of this chapter or any regulation or order thereunder. All the police and fire forces of the state or any political subdivision of the state, or any part of any political subdivision, including all the auxiliaries of these forces, shall be construed to be a part of the civil preparedness forces. Any member of the civil preparedness forces who is called upon either by civil preparedness personnel or state or municipal police personnel to assist in any emergency shall be deemed to be engaging in civil preparedness duty while assisting in such emergency or while engaging in training under the auspices of the Office of Emergency Management or the State or Municipal Police Department, for the purpose of eligibility for death, disability and injury benefits as provided in section 28-14.

3. Financial Records

Each town department, agency, office, etc. is required to keep accurate records and logs of all actions taken during disaster emergencies of any kind. All funds expended and materials or supplies obtained by purchase or otherwise must be accounted for by receipts and written records in detail.

4. Continuity of Government:

In order to ensure continuity in operations of local government during a period of emergency resulting from disaster (natural, human caused or national security), the following line of succession shall prevail:

- 1) First Selectman
- 2) Acting First Selectman
- 3) Town Administrative Officer
- 4) Chief of Police

During any period the First Selectman (CEO) is unable to fulfill the duties outlined in this plan because of absence or disability, the person who assumes the position will have all of the powers and responsibilities (as outlined in this plan) of the Chief Executive of the town. The successor's powers and responsibilities shall terminate upon the return of the First Selectman.

In order to ensure continuity in operations of municipal departments and agencies during a period of emergency resulting from disaster (natural, human caused or national security); a line of succession, and the extent, limits and cessation of the successor's powers will be specified in each department's or agency's annex or Standing Operating Procedures.

VI. PLAN DEVELOPMENT AND MAINTENANCE:

This Emergency Operations Plan will be updated by the Emergency Management Director for the purpose of correcting deficiencies identified through actual emergency response operations, drills and exercises, changes in local government structure, technological changes, etc. Minor changes shall be accumulated and made with major changes. If no major changes occur and there are no minor changes to be made, the State Office of Emergency Management and all holders of the plan will be so notified in writing. The plan shall be reviewed annually but in no case shall updating and notification to the State Office of Emergency Management exceed a period of 4 years from the date of this plan. Revisions shall be provided by the Emergency Management Director to all holders of the plan.

Some departments, agencies and offices having "missions" assigned herein are required to develop and maintain a current annex to this Emergency Operations Plan. Departments, agencies and offices required to develop annexes to this plan shall deliver two (2) copies of the annex to the Emergency Management Director within thirty (30) working days of his request for such annex. An annex becomes official part of this plan upon signing of the annex by the Emergency Management Director. Annexes shall be reviewed and updated annually. All changes to an annex will be provided to all departments, agencies, offices and individuals who have received copies of the particular annex.

VII. AUTHORITY AND REFERENCES:

Authority for this plan is contained in Title 28, Chapter 517 of the General Statutes of Connecticut as amended, the State of Connecticut Emergency Operations Plan and such Executive Orders, Local Ordinances, Charter Provisions or Special Acts as may be applicable. The Emergency Management Program of the town shall be developed and maintained in accordance with current Federal, State and local Emergency Management requirements.

This Emergency Operations Plan (EOP) has been developed following the guidance provided in document "SLG - 101 (Guide for All-Hazard Emergency Operations Planning)" published by the Federal Emergency Management Agency (FEMA). The EOP is a requirement of Section 28-7(a) of Title 28, Chapter 517 of the State of Connecticut General Statutes. All local government departments, agencies and offices and all local Emergency Management (Civil Preparedness) forces shall carry out the duties and functions assigned in this EOP.

DARIEN, CONNECTICUT EMERGENCY OPERATIONS PLAN

Attachment 1

EMERGENCY OPERATIONS CHART OF ORGANIZATION

_____ Direct Line Authority

..... Cooperative Relationship

The Emergency Management Director has a cooperative relationship with all municipal departments, agencies, and offices and support groups/organizations in the community.

DARIEN, CONNECTICUT EMERGENCY OPERATIONS PLAN

Attachment 1.A

EOC STAFFING

The Emergency Management structure is organized into four levels. Personnel comprising the first three levels will report to the Emergency Operations Center for full staffing or as necessary.

POLICY GROUP: This group of senior public officials will develop emergency policies and, in specific emergency situations, will discuss the economic, political, legal, and social implications of both the threat and the response to determine the best general approach to the situation. All major policy decisions are made by this group. Members of this group include:

First Selectman
Administrative Officer
Emergency Manager
Police Chief
Fire Chief
Health Director

Director of Social Services
Treasurer
School Superintendent
Public Works Director
Personnel Officer
Other officials as appropriate

CONTROL AND COORDINATION. This group will determine operational objectives and priorities; assign tasks to operational sections; allocate personnel, equipment, material and other necessary resources; provide logistical support to field units; secure needed resources and relief forces, and monitor both the immediate emergency and other potential problem situations. This group is headed by the Operations Officer and includes the following personnel:

Operations Officer
Communications Coordinator
Warning Coordinator
Public Information Officer
Resource Officer

Mass Care Coordinator
Evacuation Coordinator
Animal Care and Control Officer
Utilities Liaisons
Other coordinators as appropriate

DIRECTION AND SUPERVISION. This group consist of the operational supervisors of the departments and agencies that have personnel deployed in the field. For most emergencies, these personnel are located at their respective facilities or field command posts. However, operational supervisors may function out of the Emergency Operations Center in certain situations. Procedures are fluid, but each department/agency is expected to coordinate as closely as possible with each other. This group is responsible for the proper use of resources assigned by the Control and Coordination Group within the policy guidelines established by the Policy Group. Constant communications must be maintained between these operational supervisors and the appropriate member of the Control and Coordination Group.

FIELD UNITS. This group consists of all personnel that would normally be in the field or at the scene of the emergency.

DARIEN, CONNECTICUT EMERGENCY OPERATIONS PLAN

Attachment 2

SAMPLE PLAN ACTIVATION

WHEREAS, the First Selectman does find that the (Blizzard, Flood, Hurricane, Storm, etc.) emergency currently affecting the Town of Darien requires the activation of the Emergency Operations Plan;

NOW, THEREFORE, it is hereby proclaimed and ordered that the Emergency Operations Plan of the Town of Darien is now activated, and all personnel ordered to perform in accordance therewith.

IT IS FURTHER PROCLAIMED AND ORDERED that a copy of this action be forwarded to the State Office of Emergency Management.

Dated

Local Time

First Selectman

Attest: _____

Attachment 3

HOW TO DECLARE A DISASTER/STATE OF EMERGENCY

The First Selectman, in consultation with the Director of Emergency Management should, in an emergency situation, declare a State of Emergency/Disaster under the following circumstances and condition:

1. The situation has created a clear and present threat to life and/or property, and,
2. The resources available to the First Selectman locally (i.e. within the town) have been exhausted, or the First Selectman determines that, based on existing conditions, such resources are likely to be exhausted before the threat to life or property passes.

In the event of the above, the First Selectman shall, in accordance with the powers granted to him under state law and in _____, may declare that a State of Emergency exists.
(name/title of local ordinance)

A written Declaration of Emergency, substantially in the form annexed, should be utilized.

NOTES:

1. The Board of Finance should be consulted as soon as is reasonably possible in order to obtain consent for any extraordinary expenditures of public funds.
2. Notice of the declaration of a state of emergency should be given to the State Office of Emergency Management immediately; and a copy of the written document forwarded as soon as possible.

SAMPLE DECLARATION OF EMERGENCY

WHEREAS, the First Selectman does find:

1. That due to _____ (**cite specific conditions, example: the heavy rains and flood waters**) the Town of Darien is facing dangerous _____
(cite specific conditions, example: flooding) conditions;
2. That due to the _____ (**cite specific conditions, example: floods**) a condition of extreme peril to life and properties exists and thus necessitates the proclamation of a State of Emergency;

NOW, THEREFORE, it is hereby proclaimed that an emergency now exists throughout said Town of Darien and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency the First Selectman shall exercise those powers, functions and duties prescribed by State law, the Town Charter, and all applicable Ordinances, Resolutions, Special Acts, and the town Emergency Operations Plan in order to minimize the effects of said emergency.

Dated

Local Time

First Selectman

Attest: _____

DARIEN, CONNECTICUT EMERGENCY OPERATIONS PLAN

Attachment 4.A

SAMPLE PROCLAMATION

WHEREAS, on _____, 2001, the First Selectman of the Town of Darien found that, due to _____ (**cite specific conditions, example: hurricane**), a condition of extreme peril to life and property did exist in the Town of Darien, and

WHEREAS, it has now been found that local resources are unable to cope with the effects of said emergency;

NOW, THEREFORE, it is hereby proclaimed and ordered that a copy of this proclamation be forwarded to the Governor of the State of Connecticut with the request that he proclaim the Town of Darien to be in a State of Emergency; and

IT IS FURTHER RESOLVED that _____ is hereby designated as the authorized representative of the Town of Darien for the purpose of receipt, processing and coordination of all inquiries and requirements necessary to obtain State and Federal assistance.

Dated

Local Time

First Selectman

Attest: _____

DARIEN, CONNECTICUT EMERGENCY OPERATIONS PLAN

Attachment 5

STATE EMERGENCY MANAGEMENT ORGANIZATION MAP